

(As on 30/09/2021)

## Maharashtra Pollution Control Board

### 1. The particulars of the organization, functions & duties

Maharashtra Pollution Control Board (MPCB) is implementing various environmental legislations in the Maharashtra, mainly including Water (Prevention and Control of Pollution) Act, 1974, Air (Prevention and Control of Pollution) Act, 1981, and some of the provisions under Environmental (Protection) Act 1986 and the rules framed there under like, Biomedical Waste (M&H) Rules, 2016, Hazardous Waste (M&H) Rules, 2000, amended Rules, 2016, Municipal Solid Waste (M & H) Rules, 2000 amended 2003 . MPCB is functioning under the administrative control of Environment Department Govt. of Maharashtra.

#### Constitution of MPCB

Maharashtra Pollution Control Board was established on 7<sup>th</sup> September, 1970 under the provisions of Maharashtra Prevention of Water Pollution Act, 1969. The Water (P&CP) Act, 1974, a central legislation was adopted by Maharashtra on 01.06.1981 and accordingly Maharashtra Pollution Control Board was formed under the provision of section 4 of Water (P&CP) Act, 1974. The Air (P&CP) Act 1981 was accepted by the State in 1983. Initially, some areas were declared as Air Pollution Control Area i.e. on 02/05/1983. The entire state of Maharashtra has been declared as Air Pollution Control Area since 06/11/1996. The Board is also functioning as the State Board under section 5 of the Air (P&CP) Act, 1981.

#### Present Constitution of Board

Shri Aabasaheb Jarhad  
Chairperson,  
M.P.C Board, Mumbai  
Phone – 24020248

The Additional Chief Secretary  
Water Supply & Sanitation  
Dept.,  
Government of Maharashtra,  
5<sup>th</sup> Floor, Mantralaya,  
Mumbai – 400 032.

Additional Chief Secretary,  
Environment Department,  
Government of Maharashtra,  
Mumbai - 400 032

Principal Secretary, II  
Urban Development  
Department  
Government of Maharashtra,  
Room No – 423 (Main)  
Mumbai – 400 032  
Phone - 22021444

Phone – 22026767

**Principal Secretary,  
Home (Transport) Department,  
Government of Maharashtra,  
Mumbai – 400 032**

**Chief Executive Officer**

**M.I.D.C, Mahakali Caves Road  
Andheri (E)  
Mumbai – 400 093  
Phone – 22616547  
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**Shri Ashok Shingare  
Member Secretary,  
M.P.C Board, Mumbai  
Mumbai – 400 032  
Phone – 24010706**

**Principal Secretary  
Public Health Department  
Government of Maharashtra  
Room No – 108, Mantralaya**

**Member Secretary (Technical)  
Maharashtra Jeevan  
Pradhikaran  
Express Towers, 4<sup>th</sup> Floor,  
Nariman Point,  
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## **MAHARASHTRA POLLUTION CONTROL BOARD**

The Maharashtra Pollution Control Board has been constituted u/s 4 of the Water (Prevention & Control of Pollution) Act, 1974 and shall be deemed to be the State Board for the prevention and control of pollution under the provisions of the Air (Prevention & Control of Pollution) Act, 1981. It is a body corporate having perpetual succession to exercise powers and functions enumerated u/s 17 of the the Water (P & CP) Act, 1974 and Air (P & CP) Act, 1981 respectively. The Board is further entrusted with implementation of the provisions of the Environment (protection) Act, 1986 and Rules made thereunder.

To assist the pollution potential, the MPC Board regularly analyse water samples, air samples and hazardous waste samples in the Central Laboratory and 7 Regional Laboratories.

For creating general awareness amongst the people on environmental issues, it is constant endeavour of the Board to conduct various awareness programmes throughout the State involving Press, Media, NGOs, Artists and Students. Efforts are also being made to create awareness to celebrate almost all festivals in an eco friendly manner.

As a part of common environmental infrastructure for environmental protection, CETP for treatment & disposal of industrial effluents, Common Facilities for treatment and disposal of hazardous waste and bio-medical waste have been established across State. MPCB has also taken initiative to carry out noise monitoring all over State of Maharashtra.

### **Functions**

**Subject to the provisions of the Act, the functions of a State Board shall be**

- (a) To plan a comprehensive program for the prevention, control or abatement of pollution of streams and wells in the State and to secure the execution thereof;
- (b) To advise the State Government on any matter concerning the prevention, control or abatement of water pollution;
- (c) To collect and disseminate information relating to water pollution and the prevention, control or abatement thereof;
- (d) To encourage, conduct and participate in investigations and research relating to problems of water pollution and prevention, control or abatement of water pollution;
- (e) To collaborate with the Central Board in organizing the training of persons engaged in programs relating to prevention, control or abatement of water pollution and to organize mass education programs relating thereto;
- (f) To inspect sewage or trade effluents, works and plants for the treatment of sewage and trade effluents and to review plans, specifications or other data relating to plants set up for the treatment of water, works for the purification thereof and the system for the disposal of sewage or trade effluents or in connection with the grant of any consent as required by this Act;
- (g) Lay down, modify or annual effluent standards for the sewage and trade effluents and for the quality of receiving waters (not being water in an

interstate stream) resulting from the discharge of effluents and to classify waters of the State;

- (h) To evolve economical and reliable methods of treatment of sewage and trade effluents, having regard to the peculiar conditions of soils, climate and water resources of different regions and more especially the prevailing flow characteristics of water in streams and wells which render it impossible to attain even the minimum degree of dilution;
- (i) To evolve methods of utilization of sewage and suitable trade effluents in agriculture;
- (j) To evolve efficient method of disposal of sewage and trade effluents on land, as are necessary on account of the predominant conditions of scant stream flows that do not provide for major part of the year the minimum degree of dilution;
- (k) To lay down standards of treatment of sewage and trade effluents to be discharged into any particular stream taking into account the minimum fair weather dilution available in that stream and the tolerance limits of pollution permissible in the water of the stream, after the discharge of such effluents;
- (l) To make, vary or revoke any order –
  - (i) For the prevention, control or abatement of discharge of waste into streams or wells;
  - (ii) Requiring any person concerned to construct new streams for the disposal of sewage and trade effluents or to modify, alter or extend any such existing system or to adopt such remedial measures as are necessary to prevent control or abate water pollution;
- (m) To lay down effluent standards to be complied with by persons while causing discharge of sewage or sludge or both and to lay down, modify or annual effluent standards for the sewage and the trade effluents;
- (n) To advise the State Government with respect to the location of any industry the carrying on of which is likely to pollute a stream or well;
- (o) To perform such other functions as may be described or as may, from time to time be entrusted to it by the Central Board or the State Government;
- (p) The Board may establish or recognize a laboratory or laboratories to enable the Board to perform its functions under this section efficiently, including the analysis of samples of water from any stream or well or of samples of any sewage or trade effluents.

## **2. The Powers and Duties of its Officers and Employees**

### **Legal Section:**

#### **Sr. Law Officer**

1. To look after the implementation of 18 various Environmental Acts, Rules & Regulations under the supervision of the Member Secretary & Chairman of the Board.
2. To prepare an Action Plan for the implementation of various Environmental Acts, Rules & Regulations under the supervision of the Member Secretary & Chairman of the Board.
3. To brief various Advocates on record and Sr. Counsels engaged by the Board in the High Court & Supreme Court of India, Human Rights Commission, State & National Consumer Forum, State Information Commission, Labour Courts and Lok Aayukta etc.
4. To super wise the work of Law Officers, Asstt. Law Officers and various Panel Advocates as well as the officers of the Board pertaining to the legal matter.
5. To give consultation / legal advise to the Board, State Govt. and other Govt. & Semi-Govt. Organizations as well as the agencies approached to the Board.
6. To make correspondence with the Central Govt., State Govt., other Govt. & Semi Govt. Organizations and various offices of the Board in respect of legal matters.
7. To appear before various Appellate Authorities and to file replies, affidavits and written statements/arguments/ submissions before the Appellate Authorities, various courts and forums.
8. To suggest final action on the proposals for legal action submitted by the Law Officer/s /Asstt.Law Officer/s, received from the Regional Officers/Sub-Regional Officers.
9. To take part in personal hearing extended to the industries, complainants and to write points of discussions.
10. To do all other legal work entrusted to them by the Board.
11. To look after legal issues pertaining to the Establishment Branch and other branches & Board Meeting.
12. To Scrutinize and prepare revocation, refusal and review orders in respect of grant of consents/authorisations.

#### **Law Officer:-**

1. His prime duty will be to advise the Board on all legal matters relating to the workings of the Board
2. He will be responsible to explore the cases of prosecutions against defaulters after examining the record of various offices.
3. He will be responsible for finalise the complaints / applications / affidavits / Notices / appeals etc.
4. He will be required, to Act, appear and plead in various courts / Tribunals / quasi-judicial forums etc. whenever required.
5. To brief panel advocates / Senior Counsels /Special Counsels as and when required
6. To issue legal notice to defaulting agencies after collecting data from concerned officers.
7. To attend courts in different parts of the state and take periodical review of cases filed in various courts.
8. To compile cases law relating to Environmental Legislations.

9. To look after all legal matters including those filed by the Board or against the Board in Supreme Court.
10. To perform such other duties as may be assigned to him by his superiors

**Assistant Law Officer :-**

1. To draft complaints / applications / affidavits / Notices etc. and file the same in appropriate Courts.
2. To Act appear and plead in the court of law on behalf of the board under the guidance and supervision of law officer.
3. To collect documentary evidence and to prepare witnesses to adduce evidence before Court.
4. To brief panel advocates and to render all necessary assistance to them for  
Conducting cases on behalf of the Board.
5. To prepare written statement/Counters etc. in appeal matter under the Water (P. & C.P.) cess Act, 1977, Water (P. & C.P.) Act, 1974, Air (P. & C.P.) Act, 1981, Environment Protection Act. 1986 and under any other legislations.
6. To maintain proper record of various Court cases and provide information to Statistical Wing and other Court agencies.
7. To file complaint/applications/affidavit in various courts throughout the State.
8. To keep follow up with concerned officers in relation to cases filed in the Courts.
9. To prepare statistical statement of pending cases for and against the Board and submit the same, in the prescribed forms, if any, to the Central Board, State Govt., Central Govt. etc.
10. To carry out such other duties as may be assigned to him by his superiors

**Technical Section :-**

**Asst. Secretary (Technical):**

- EIC division including IMIS/Web Site and all aspects of computerization
- Management and co-ordination of CAC Desk.
- Co-ordination of complaints, Ref- MoEF/ CPCB/ VIP.
- Co-ordination of Technical Committee.
- Consent management /CREP management of Chemical and petrochemical industries.
- Training/ Workshops/ Seminars/ Financial Assistance request.
- Residual work as assigned by the Member Secretary.
- Any other works which division is currently handling.
- Co-ordination of Mumbai, Chandrapur and Nagpur Region.

**Air pollution Abatement Engineer & Water pollution Abatement Engineer :-**

He/She shall be principal technical and executive officer for the implementation of the air/ water pollution control acts and the policies framed by the Board thereunder towards prevention, control and abatement of air/water pollution in the state of Maharashtra.

His/her main duty will consist of investigating into the problems of air/water pollution in the state from all angles and to suggest corrective measures thereto within the frame work of legislation on the subject. He/she shall also be held responsible for developing analytical sections of the laboratory. He/she will also carry out the normal duties of the head of the office administratively, financially, technically and legally.

## **Regional Officer (HQ):**

- Enforcement of MSW/Plastic/HW/Battery/ E-Waste Rules.
- Action plan for MSW Dumping sites in Maharashtra/ CHWTSDF sites in Maharashtra.
- Authorization/ Consent Management under HW, HC, MSW, Plastic, Battery, E-Waste and other regulations under EP Act.
- Jetties/ Ports/ Harbors and its related issues.
- Consent Management of Building / infrastructure projects/ Hotels.
- HW/HWC Transporters.
- Oil spill related issues.
- Any other works which division is currently handling.
- Building / Facilitation Projects Management of Consent of Industries including matters relating to establishment of industries.
- In accordance with the provisions of the Environmental Protection Act not mentioned above Management of Consent and Authority for Hazardous Waste, Electronic Waste, Urban Solid Waste, Plastics, Battery Regulation
- Co-ordination of Raigad and Navi Mumbai Region.

## **Regional Officer:-**

He shall be responsible for enforcement of Water and Air (Prevention and Control of Pollution) Acts, within his jurisdiction.

His duties shall consists of

1. Collection of hydrological data of river courses.
2. Details of various polluting agencies.
3. Establishing and operating monitoring points so as to prepare water pollution survey reports.
4. Scrutiny of application for consents and making recommendations to the Board office. It will be his principal responsibility to maintain the waters in his jurisdiction as per the standards as may be prescribed by the Board.
5. He shall also responsible for the smooth working of the Sub Regional Offices, Field Offices and Field Laboratories, if any, under his control.
6. He shall also be the controlling officer/ Regional head, for the purpose of administrative, financial, and technical powers as may be delegated to him.
7. He will also carry out such duties as may be assigned to him by his superiors.

## **Sub-Regional Officer**

He shall be responsible for carrying out field work in the matter of collection of hydrological data of river courses/ambient/ air data, details of various polluting agencies and establishing monitoring stations, sampling, site inspections and visits to factories and other polluting agencies, and preparing reports on the extent and gravity of pollution of river basins/ ambient air in his jurisdiction.

He will be responsible for making first hand scrutiny of applications for consents and recommending then to his superiors.

He will also be the controlling Officer for the purpose of administrative technical and financial powers as may be delegated to him within his jurisdiction,

He will also carry out such other duties as may be assigned to him by his superiors.

### **Field Officer**

His main duty will be to know the Topography to collect the hydrological Data/Air Quality data.

He shall arrange to collect samples from the sampling and the monitoring points fixed by his superiors.

He would make prima-facie scrutiny of applications of consent and carry out such other duties as may be assigned to him by his superiors.

### **Scientific Section:**

#### **Principal Scientific Officer :-**

- 1) He will be overall controlling officers for all the scientific activities including laboratories of the Board.
- 2) He will be responsible for giving guidance in respect of development and standardisation of different methods in relation to analysis of environment pollutants.
- 3) He will be responsible for research activities to be undertaken by the Board in various fields.
- 4) He will be responsible for planning and establishment of various Regional and Field Laboratories of the Board and inspection/working thereof.
- 5) He will be responsible for granting of recognition to the laboratories and inspections and working thereof.
- 6) He shall be responsible for investigation in the complaints of pollution covering the Laboratory aspects.
- 7) He will be responsible for development and maintenance of Air and Water quality surveys for different areas, rivers/creek, in the state and prepare status reports thereof.
- 8) He will assist authorities for implementation of various rules relating to manufacturer, storage, import, management and handling etc. of hazardous waste/chemicals covered under Environment (Protection) Act, 1986.
- 9) He will be responsible for making inventory of making hazardous waste and there disposal sites required in connection with Grant of Authorisation under Hazardous Waste (Management and Handling) Rules, 1989.
- 10) He will assist the authorities for identification of sites for disposal of Hazardous Waste.
- 11) He will be responsible for organising training of Laboratory Personnel covering the related aspects.



- 12) He will discharge duties administratively/financially within the powers delegated to his time to time.
- 13) He will be required to carry out such other duties as may be assigned to him by the superiors from time to time.

**Senior Scientific Officer :-**

- 1) He will be incharge of the Laboratory
- 2) He will be responsible for developing and standardising various methods in relation to analysis of Environmental Pollutants.
- 3) He should encourage, conduct and participate investigation and research relating to the analysis of Environmental Pollutants.
- 4) To assist and advise the Board in the matter of laying down Standards for Environmental Pollutants.
- 5) He should assist the Board in the matter of establishment/ grant recognition to Laboratories.
- 6) Periodical inspections of Boards Regional laboratories as well as laboratories recognised by the Board.
- 7) He should impart practical training to his subordinates from time to time.
- 8) He should coordinate with the legal department particularly for the purpose of adducing evidence as an Expert witness in Courts of Law.
- 9) He shall also discharge in duties administratively, financially within the powers delegated to him from time to time.
- 10) He will also be required to carry out such other duties as may be assigned to him by his superiors from time to time.

**Scientific Officer:**

- Over-all supervision over total analytical activity.
- Procurement of laboratory equipment's by following prescribed procedures.
- Proper maintenance of indigenous and imported laboratory instruments.
- Keeping himself abreast with modern advancements in Analytical Science.
- To control and manage the working of Regional Laboratories.
- To plan and execute monitoring work with the aid and assistance of Mobile Monitoring Vans.
- Guided by the analytical results, to prepare river wise/ stream wise area wise Environmental Impact Assessment Studies/reports/profile.
- To conduct special surveys for Auto-Exhausts, Noise Pollution, and other Environmental Pollutants.
- He will also required to carry out such other duties as may be assigned to him by his superiors from time to time.

**Junior Scientific Officer :-**

1. Over all supervision over the total analytical activity.
2. Procurement of laboratory equipment's by following prescribed procedures.
3. Proper maintenance of indigenous and imported laboratory instruments.
4. Keeping himself abreast with modern advancements in Analytical Science.
5. To control and manage working of Regional Laboratories.
6. To plan and execute monitoring work with the aid and assistance of Mobile Monitoring Vans.

7. Guided by the analytical results, to prepare river wise/streamwise areawise Environmental Impact Assessment Studies/reports/profile.
8. To conduct special surveys for Auto- Exhausts, Noise Pollution, and other Environmental Pollutents.
9. He will also required to carry out such other duties as may be assigned to him by his superiors from time to time.

### **Junior Scientific Assistant :-**

His prime job is to carry out Laboratory analytical tests for various paramenters on the samples of water and waste waters.

He may also be required to carry out such other jobs and duties which may be assigned to him by his superiors.

### **Laboratory Assistant :-**

- 1) To assist the chemists in the discharge of their day to day duties.
- 2) To maintain the record of receipt of samples, to index them properly, to write down the test asked for, to make copies of the test reports and to ensure despatch of the analytical reports to the respective field offices and /or private industries/laboratories.
- 3) To perform such other duty as may be assigned to him by his superiors.

## **Statistical Division –**

### **Statistical Officer:-**

His duties and responsibilities shall consist of the following:-

1. To introduce and develop the sound system of building up of statistics under all activities of the board.
2. To prescribe forms and calendar of returns for various purposes.
3. To collect, disect, compile and rearrange the statistical data according to different needs of the board.
4. To circulate the statistical data to all the subordinate offices of the board.
5. To have published the data in a telling manner in different media of publicity.
6. To institute “time, motion, studied and suggest norms of works.
7. To institute organisation and methods study and apply it to the activity under the board.\
8. To attempt costing of activity under the board and to establish cost-benefitration wherever necessary.
9. To prepare graphical charts and develop other methods of illustrative elucidation of information required by the board.
10. To perform such other duties as may be assigned to this post by the superiors

## **Environment Information Centre (EIC) SECTION**

The EIC is assigned the job of Website Management, Consent Management and Computerization. EIC take cares of entire IT related activities.

Assistant Secretary (Technical) is having additional Charge of I/c EIC

Assistant Systems Officer is looking after day-to-day activities of EIC department.

### **Job Specification:**

- **Website Management:** - MPCB's Website is daily updated and maintained by EIC. MPCB. Website's onsite maintenance and development of various Web based software is taken care.
- **E-Governance Project:** Operation and Management of Board's Integrated Management Information System (IMIS).
- **Computerization:** - All sorts of Software management and LAN networking implementation and maintenance is taken care by EIC.

### **Establishment Section:**

#### **Sr. Administrative Officer:-**

He is overall incharge of Establishment Section

#### **Administrative Officer**

His duties and responsibilities will consist of the following:

- 1) To estimate the man-power planning for the Board.
- 2) To propose creation of additional posts with full justification.
- 3) To propose the recruitment rules and job-specifications for all posts under the board.
- 4) To Carryout periodical administrative inspections of the subordinate offices of the board.
- 5) To carry out disciplinary proceedings wherever necessary.
- 6) To plan the recruitment programme and to fill up the vacant posts, by following the attendant procedures.
- 7) To look after the various service matters.
- 8) To arrange for training programmes in respect of Board personnel.
- 9) To investigate and report in the matters of pilferage, damage, thefts, sabotage etc.
- 10) To carry out any other function as may be assigned to this post by his superiors.

#### **Assistant Secretary:**

- 1) To arrange and to do the work connected with the meetings of the Board and various committees thereunder.
- 2) To prepare schemes which has bearing on the welfate of the staff.
- 3) To deal with matters related to office/ residential premises.
- 4) To handle all matters relating to telephone including Intercoms, Hot Lines, FAX, Teleprinters, Telex, etc.
- 5) To arrange for extra official activities such as seminars symposiums, exhibitions, film (documentaries) shows, etc.
- 6) To carry out such other duties as may be assigned to him by Member Secretary/Chairman.

## **SUPERINTENDENT:**

- 1) To ensure muster crossing daily and muster closing monthly.
- 2) To open, Mark and distribute daily Tapal.
- 3) To look after sanitary, security and transport arrangements.
- 4) To maintain roaster of duties of peons, drivers, and chowkidars.
- 5) To process all service matters.
- 6) To perform such other duty as may be assigned to him by his superiors.

## **Accounts Section:**

### **Chief Accounts Officer:**

- 1) To function as an internal audit office and Financial Advisor to the Board.
- 2) To act as a collecting authority under the Water (P & CP) Cess Act, 1977 and Rules made thereunder.
- 3) To supervise the accounts wing of the Board.
- 4) To formulate the budget estimates, Plan estimates and to place the same before the Board/ State Govt.
- 5) To call for grant in aid in suitable instalments according to the financial requirements of the Board.
- 6) To invest part of the Board's funds which is surplus to immediate needs, in a remunerative mode of investment.
- 7) To prepare proposals to borrow money from approved sources by way of loans or issue of bonds, debentures etc. with the consent of State Govt.
- 8) To ensure safe-custody of cash and other securities valuables of the Board, if any.
- 9) To compile periodical and annual accounts of the Board, to place them before the Board for adoption and to forward them to the State Govt. as required under the act.
- 10) To attend to the Statutory Audits.
- 11) To act as treasury Officer of the Board.
- 12) To arrange the annual inspections of subordinate offices of the Board and physical verification of stock held by them.
- 13) To issue the utilization Certificate of Board fund.
- 14) To carry out such other bonafide functions as may be entrusted to him by his superiors.

### **Accounts Officer (Accounts & Audit):**

- 1) Responsible for the smooth running of accounts & Audit Wing of the Accounts section.
- 2) To accept and pass the bills for salary & T. a. bills (without limits), other bills etc.
- 3) To maintain the day-to-day accounts of the Board.
- 4) To ensure safe custody of cash and other securities, valuables of the Board.
- 5) To compile receipts/ expenditure with related information and Accounts periodically.
- 6) To comply the requirements of internal and/or statutory Audit.
- 7) To perform such other duties which will be entrusted by the authorities.

### **Accounts Officer (Budget & Inspection) :**

- 1) Responsible for the smooth working of the Budget and Inspection Wing in the Accounts Section.
- 2) To Prepare the budget of the Board.
- 3) To prepare proposals to borrow money from approved sources by way of loans or issue of bonds, debentures, etc.
- 4) To prepare proposals for obtaining grant-in-aid/ financial assistance from state/central Government.
- 5) The annual inspections and physical verification of stock of the subordinate offices of the Board.
- 6) The work related to issue of utilization certificate wherever required.
- 7) To deal with the schemes regarding C.P.F., Medical Reimbursement, Graduity Conveyance, H.B.A., etc. and maintain the records and watch the recoveries thereof.
- 8) To perform such other duties as may be assigned by the superiors.

### **Asst. Accounts Officer:**

- 1) To act as a Drawing and Disbursing Officer.
- 2) To pass bills for services and supplies.
- 3) To discharge functions relating to budget formulation/ Treasury Transactions/ Statutory Audit/ Internal Audit.
- 4) Will be responsible for maintenance of day-to-day Accounts of the transactions of the Board relating to general finance, cess fund etc.
- 5) To perform such other duties as may be assigned to him by his superiors.

### **Accountant-Cum-Supintendent:**

- a) To look after and supervise the matters of Accounts and Administration allotted to First Clerk/Clerk/Stores Clerks in the region.
- b) To supervise receipt of money in kinds of D.D. /Cheques/Cash and pass on D.R.s
- c) Checking Cash Book and Books of Accounts of receipts and payments.
- d) Preparation of budget of the region including Regional Laboratory and its submission to the Accounts Section in May every year.
- e) Consolidate the proposal of grant-in-aid of R.O., S.R.O. and Regional Lab, its scrutiny as per budget estimates and submission of monthly accounts to H.Q. and compliance of vouchers returned by Accounts Section within 7 days.
- f) Submission of monthly returns of receipts, remittance, Bank Reconciliation etc. to the Accounts Section.
- g) Watch and get the accounts of advances of T.A., T.T.A., L.T.C. and purchases.
- h) Review the Register of consent inward register and JVS register and watch the outstanding recovery.
- i) Inspection/ stock verifications of offices of S.R.O.s and Regional Laboratory Quarterly.
- j) To look after the matters of purchases in the Region including Regional Laboratory.
- k) Submission of annual consolidated returns of the region including Regional Laboratory to the Accounts Section in April

## **HEAD ACCOUNTANT**

- 1) To check and scrutinize the cash book and allied record.
- 2) To scrutinize the bills of services and supplies.
- 3) To credit the remittances in the Bank which are in the nature of revenue receipts.
- 4) To file the annual returns of Income Tax, profession Tax and recoveries thereof,
- 5) To check and pass the imprest of subordinate Offices.
- 6) To watch the timely remittances of recoveries effected through salaries to outside, agencies., Post-Office, L.I.C. Accountant General, Bank etc.
- 7) To scrutinize the Bills
- 8) To propose investment of grant-in-aid which is surplus over immediate needs in a remunerative form.
- 9) To process applications for loans and advances.
- 11) To perform such other function as may be assigned to him by his superiors.

## **Library Asst.**

- 1) To classify the books, Periodicals, technical journals, technical reports, according to library Science.
- 2) To maintain an Index according to titles and according to authors and to up-date it from time to time.
- 3) To maintain a master register for all books etc. indicating purchase price.
- 4) To adopt fool-proof system of issue by introducing card system, if necessary.
- 5) To advise recoveries in case of losses.
- 6) To keep the Board on mailing list of renowned Book sellers/Publishers.
- 7) To ensure safe custody.
- 8) To acquire special type of glass cupboards and shelves for exhibition of books etc.
- 9) To perform any other function as may be assigned by the superiors.

### **Stenographer (Sr. Gr.):-**

1. To take dictation and to transcribe then into English/Marathi over the typewriter.
2. When not busy in dictation, he is required to do general typing work.
3. To supervise over the typing pool of the board and equitably distribute the typing load.
4. To preserve out stencils in proper manner so as to be handy for re-use.
5. To act as P.A. to whom he is attached.
6. To carry out miscellaneous duties such as maintenance of tour programs, attending telephone duties etc.
7. To take/give appointments of/to visitors.
8. To attend meetings and take down deliberations to facilitate drafting of minutes.
9. To assist the Administrative Officer in the matter of conducting stenography and typing tests.
10. To perform such other functions as may be assign to him by his superiors.

### **Stenographer (Jr. Gr.):-**

1. To take dictation and to transcribe then into English/Marathi over the typewriter.
2. When not busy in dictation, he is required to do general typing work.
3. To supervise over the typing pool of the board and equitably distribute the typing load.
4. To preserve out stencils in proper manner so as to be handy for re-use.
5. To act as P.A. to whom he is attached.
6. To carry out miscellaneous duties such as maintenance of tour programs, attending telephone duties etc.
7. To take/give appointments of/to visitors.
8. To attend meetings and take down deliberations to facilitate drafting of minutes.
9. To assist the Administrative Officer in the matter of conducting stenography and typing tests.
10. To perform such other functions as may be assign to him by his superiors.

### **First Clark to work as Cashier in Accounts Branch.**

1. **To write and maintain the daily Cash Book.**
2. To do the ledger posting daily.
3. To execute bank transaction.
4. To maintain safe custody of hard cash and securities\_of the board.
5. To carryout periodical remittances.
6. To disburse all payments duely passed.
7. To carryout any other functions as may be assigned to him by his superiors.

### **First Clark to work as Assistant Accountant in Accounts Branch.**

- 1) To scrutinise and pass bills towards services and supplies.
- 2) To conduct periodical inspections of subordinate offices.
- 3) To purchase Fixed Deposit Receipts for investment and present them encashment/reinvestment.
- 4) To check and certify daily hostage stamp account.

- 5) To perform such other functions as may be assigned to him by his superiors.

**First Clerk to work as Administrative Branch.**

- 1) To maintain service record, leave account etc.

**Junior Clerk:-**

- 1) To look after the inward & outward of daily tapal received / dispatched.
- 2) To maintain the accountal of postage stamps.
- 3) To open the daily tapal, mark it to dealing assistant and to distribute the same for further needful actions.
- 4) To file and link up the papers to enable the senior clerks to deal with them.
- 5) To do the general typing duties.
- 6) To act as Sundry errands.
- 7) To perform any other duty as may be assigned to him by his superiors.

- 
- 1) To inspect material according to specifications and to receive deliveries by physical count in goo and sound condition.
  - 2) To maintain safe custody of materials received and to arrange them in a neat and tidy manner.
  - 3) To issue the material to the various wings as requisitioned.
  - 4) To record measurements of materials received.
  - 5) To carryout periodical verification of stocks and to report upon shortage and excesses for further action.
  - 6) To maintain all the registers of a store branch which may include :
    - (i) Register of breakages
    - (ii) Register of losses with sanctions for write-off.
    - (iii) Register of Dead-stock.
    - (iv) Register for Equipment
    - (v) Register for Consumable Articles.
  - 7) To perform such other functions as may be assigned to him by his superiors.

**Senior Clerk**

- 1) To process cases of service matters Within the frame work of rules and regulations.
- 2) To process bills of supplies and services for passing payments thereof..
- 3) To carry out correspondence on routine matters.
- 4) To maintain files and build-up record on the basis of one subject one file'.



- 5) To cause receipt of applications for consent, renewal, cess fees etc.
- 6) To account for consent fees, cess fees, fees for appeals etc.
- 7) To perform any other duty as may be assigned to him by his superiors.

### **Store-Keeper**

- 1) To inspect material according to specifications and to receive deliveries by physical count in good and sound condition.
- 2) To maintain safe custody of materials received and to arrange them in a neat and tidy manner.
- 3) To issue the material to the various wings as requisitioned.
- 4) To record measurements of materials received.
- 5) To carry out periodical verification of stocks and to report upon shortages and excesses for further action.
- 6) To maintain all the registers of a Stores Branch which may include:
  - (i) Register of Breakages
  - (ii) Register of Losses with sanctions for write-off.
  - (iii) Register of Dead-stock.
  - (iv) Register for Equipment's
  - (v) Register for Consumable Articles.
- 7) To perform such other function as may be assigned to him by his superiors.

### **Electrician :-**

- 1) To attend to all the work of electrical installations such as new wiring, extensions to existing wiring, fixing of additional electrical points, for additional installations, repairs of electric fittings, repairs to Lab instruments which run on electricity.
- 2) To maintain air conditioning, repairing refrigerators, B. O. D. Incubators, Sterlizers etc.
- 3) To arrange temporary electrical fitting when exhibitions/ seminars are to be arranged.
- 4) To perform such other duties as may be assigned to him by his superiors.

### **Driver :-**

- 1) To maintain the vehicle committed to his charge in a road-worthy condition.
- 2) To keep the readings of mileage and movement of his vehicle.
- 3) To have his vehicle repaired through the help of Stores Superintendent / Store Keeper.
- 4) To arrange for safe parking of vehicle when not in use.
- 5) To perform any other duty as may be assigned to him by his superiors.

### **Daftari :-**

- 1) To maintain the record of the office in a systematic manner yearwise.
- 2) To propose destruction of old record according to procedure laid down.
- 3) To file the papers.
- 4) To perform any other duty as may be assigned to him by his superiors.

**Peon :-**

- 1) To maintain general cleanliness in an office.
- 2) To do the filing, to arrange set of documents.
- 3) To attend calling bells of officers to whom he is attached.
- 4) To distribute tapal to other officers by hand delivery where so desired.
- 5) To perform outdoor duty wherever necessary.
- 6) To assist the Store Keeper/Stores Superintendent in the matter of annual/periodical stock verification duties
- 7) To perform any other duty as may be assigned to him by his superiors.

**Tracer :-**

He will be responsible for meeting the drawing branch requirements of the office to which he will be attached.

He will also carry out such other duties as may be assigned to him by his superiors.

**Draftsman :-**

He will be responsible for the maintenance and upkeep of the drawing office instruments of the Board. While he will be responsible for the safe custody and accountal of degree – sheets and topo-sheets, he will also be responsible for meeting the office requirement of tracing Ammonia-prints and their enlargement, if necessary.

He will also carry out such other duties as may be assigned to him by his superiors.

He will be responsible for meeting the drawing requirements of the office to which he would be attached. He will also carry out such other duties as may be assigned to him by his superiors.

**Chowkidar:-**

- 1) To maintain the overall security of the office, and its various assets, records from pilferage/damage/theft/sabotage during and outside working hours/days.
- 2) To report any contingency to the officers / authorities of the board, who have been provided with residential telephones.
- 3) To carry out duties of a peon when there is shortage of peons on duty.
- 4) To perform any other function as may be assigned to him by his superiors.

**Roneo Operator :-**

- 1) To duplicate the stencils other on electrically operated Roneo machine or on a manually operated machine as may be available.
- 2) To operate xerox printing machine as and when made available.
- 3) To operate a scanner and maintain it in its working condition.
- 4) To have the repairs carried out to the aforesaid machines through the help of Store Superintendent / Store Keeper.
- 5) To preserve out stencils of importance so as to be handy for reuse.

## **Executive Engineer Section:**

### **Executive Engineer:-**

Executive Engineer is overall In-charge of Executive Engineer Section. To look after all estates, buildings, office premises of the Board in Maharashtra State.

### **3. The procedure followed in decision making process including channels of supervision**

The Board functions as per the Provisions of the Water (P&CP) Act, 1974 Air (P&CP) Act, 1981, Water (P&CP) Cess Act 1977 & Rules under Environment (Protections) Act, 1986.

In the Technical Division cases are, generally, processed at the Field Officer level and the files are submitted to Sub Regional Officer/ Regional Officer / Abatement Engineer / M.S /Chairman as per the requirement of each case.

In the Law Division the cases are generally processed at the A.L.O and the files are submitted to L.O/Sr. L.O./Member Secretary/Chairman, as per the requirement of each case.

In Establishment and Accounts section cases are processed at the section level and files are submitted to Asst. AO/AO/CAO/MS and Chairman as per the requirement of each case.

In the Laboratory samples are analyzed by JSA/JSO and the results are submitted to SO/SSO and then to the concerned.

## Delegation of Powers to Grant Consent

In order to bring simplification and speedy disposal of consent application, Board has delegated powers to Officers, Consent Committee and Consent Appraisal Committee.

These are enclosed in Annexure – I (A)

In case of Health Establishment, authorization is handled by the Head Office if capacity is higher than 50 Patient and if the capacity is less than 50 patient, the related functions are handled by the Regional Office.

Under the Noise Pollution (Regulation and Control ) Rules,2000 as amended in 2009 Member Secretary and any officer of Maharashtra Pollution Control Board not below the rank of Deputy Superintendent of Police are declared as designated Authority.

### 4. Norms Set by Board For the Discharge of Its Functions:

Norms set for Consent Clearance is enclosed as Annexure – I(A) & I(B)  
Inspection / sampling norms for industries are as under;

Sr.No.	Type of Industry	Category	Sampling frequency
1	Large	Red	Monthly
2	Medium	Red	Quarterly
3	Small	Red	Once in 6 months
4	Large	Orange	Quarterly
5	Medium	Orange	Once in 6 months
6	Small	Orange	Once in a year

Field Visits FO, SRO and ROs are assigned through IMIS module : Randomized Visit Scheduler.

### 5. Rules, Regulations, Instructions, Manuals and Records, Held by Board or under its control or used by its employees for discharge of its Functions.

Presently, following Legislations / Regulations / Notifications are being applied by the Maharashtra Pollution Control Board with functions (in some cases partly.). These are as under.

- 1) Water (Prevention and Control of Pollution) Act, 1974
- 2) Air (Prevention and Control of Pollution) Act, 1981
- 3) Maharashtra Water (Prevention and Control of Pollution) Act, 1983
- 4) Maharashtra Air (Prevention and Control of Pollution) Act, 1983
- 5) Maharashtra Biodegradable and non – biodegradable Waste (Control) Act, 2006 and Maharashtra Plastic Carry Bags (Production & Usages Rules, 2006)
- 6) Environment (Protection) Act, 1986 and Rules & Amended Rules made thereunder, which are as under
  - (i) Environment (Protection) Rules, 1986 and Environment (Protection) Amendment Rules, 2016

- (ii) The Hazardous and other Wastes (Management & Transboundary Movement) Rules, 2016
- (iii) The Bio-Medical Waste Management Rules, 2016
- (iv) The Solid Waste Management Rules, 2016
- (v) The Construction and Demolition Waste Management Rules, 2016
- (vi) The Plastic Waste Management Rules, 2016
- (vii) The E- Waste Management Rules, 2016
- (viii) The Manufacture, Storage, and Import of Hazardous Chemicals Rules, 1989
- (ix) The Plastic manufacture, Sales & Usage Rules, 1999.
- (x) The Noise Pollution (Regulation and Control) Rules, 2000 as amended in 2010.
- (xi) Batteries (Management & Handling) Rules, 2001 ( Amendment 2011).
- (xii) The Wetlands (Conservation and Management) Rules, 2010.

#### **Notifications**

- (xiii) Environment Impact Assessment Notification, 2006 .
- (xiv) Coastal Regulation Zone notification 2011.
- (xv) Right to Information Act – 2005
- (xvi) National Green Tribunal Act, 2010
- (xvii) Implementation policy - 2016

Under the provisions of Water and Air Acts, an entrepreneur running or establishing any industry or process, an effluent / emitting pollutants into any water resources or on land / air and polluting thereby the environment is required to obtain consent, which needs to be obtained in two phases;

#### **Consent to Establish Procedure:**

- Applicant registers on the online website to <http://www.ecmpcb.in/>
- Applicant has to complete a one-time verification at the respective sub regional office
- Once registered, applicant files application online.

Then the application is shown as "Document Pending", 4 compulsory documents need to upload online then the status changes to "Payment Pending". Industry will have to pay the fees online as per fees structure <http://www.mpcb.gov.in/consentmgt/waterairact.php#fees>. Industry will have to update the payment details and on approval of application changes to "Payment Approved".

- SRO assign the application to Field officer. Once the field officer reviews the application, he/she Push the application through the Integrated Management information system (IMIS), the application status changes to "In Process". Field officer scrutinize the application, visit the industry (for establishment and first operate) & put their recommendation / visit report and submit it to Sub Regional Officer.

- Now depending upon the category and the Capital Investment of the industry the application is forwarded through IMIS as per delegation of power. Refer below link: <http://www.mpcb.gov.in/consentmgt/waterairact.php>

- The concerned authority will scrutinize the application, if it is fine then the application is granted in IMIS and then status will be changed to "Approved" on the online portal followed by uploading the signed consent copy. Otherwise if the application is not fine, then the application is rejected in IMIS and notify the Entrepreneur by marking the application status as "Rejected". Industry can download the consent copy from online portal.

## Consent to Operate Procedure:

- Once registered, applicant files application online.

Then the application is shown as "Document Pending", 4 compulsory documents need to upload online then the status changes to "Payment Pending". Industry will have to

- pay the fees online as per fees structure <http://www.mpcb.gov.in/consentmgt/waterairact.php#fees>. Industry will have to update the payment details and on approval of application changes to " Payment Approved".

SRO assign the application to Field officer. Once the field officer reviews the application, he/she Push the application through the Internal Management information system (IMIS), the application status changes to " In Process". Field officer scrutinize the application & put their recommendation and submit it to Sub Regional Officer.

Now depending upon the category and the Capital Investment of the industry the application is forwarded through IMIS as per delegation of power. Refer below link: <http://www.mpcb.gov.in/consentmgt/waterairact.php>

The concerned authority will scrutinize the application, if it is fine then the application is granted in IMIS and then status will be changed to " Approved" on the online portal followed by uploading the signed consent copy. Otherwise if the application is not fine, then the application is rejected in IMIS and notify the Entrepreneur by marking the application status as " Rejected ". Industry can download the consent copy from online portal.

For White category industry, the entrepreneur has to submit online intimation for notification under White category application. Once online intimation is submitted, the entrepreneur will receive automated notification (i.e. Registration notification) for the same.

## For other forms:

Entrepreneur has to apply for online application from the below list to apply for authorization or annual return services.

- [Hazardous Waste Authorisation \(Form-1\)](#)
- [Hazardous Waste Annual Return \(Form-4\)](#)
- [Hazardous Waste trader registration \(Form 7\)](#)
- [Hazardous Waste accident report \(Form 11\)](#)
- [Hazardous Waste filing appeal \(Form 12\)](#)
- [Plastic Authorisation](#)
- [BMW Authorization Application](#)
- [BMW Annual Return](#)
- [MSW Authorization](#)
- [MSW Annual Return](#)
- [E-Waste authorization \(Form-1a\)](#)
- [E-Waste annual return](#)
- [E-Waste authorization for dismantlers and recyclers \(Form-4\)](#)
- [Battery Dealer registration](#)
- [Environment Statement \(Form - V\)](#)
- [Water Cess \(Form - I\)](#)
- [Construction & Demolition Authorization \(Form-I\)](#)

The entrepreneurs need to pay the consent fees to the Board as per the statement given below. The term of consent for Red, Orange and Green category industry is one, two and three years respectively. The industries can also obtain the consent for extent 5 terms by paying proportionate fees.

The fees have been revised vide Government of Maharashtra, GR dt 25/08/2011 and are as under:

**Fees for combined consent for one term under Water and Air Acts:**

Sr. No	Capital Investment of industry (including land, building, machinery without depreciation)	Consent to Establish	Consent to Operate
1	More than Rs. 100 crores	0.02% of capital Investment	0.02% capital investment
2	Between Rs. 75 crs.to100 crs	Rs. 1,25,000/-	Rs.1,25,000-
3	Between Rs. 50 crs. To 75 crs	Rs. 1,00,000/-	Rs.1,00,000-
4	Between Rs. 25 crs. To 50 crs	Rs. 75,000/-	Rs.75,00/-
5	Between Rs. 10 crs. To 25 crs	Rs. 50,000/-	Rs.50,000/-
6	Between Rs. 5 crs. To 10 crs	Rs. 25,000/-	Rs.25,000/-
7	Between Rs. 1crs. To 5 crs	Rs. 15000/-	Rs.15000/-
8	Between Rs. 60 lacs. To 1 crs.	Rs. 5000/-	Rs. 5000/-
9	Between Rs. 10 lacs To 60 lacs.	Rs. 1,500/-	Rs. 1,500/-
10	Below Rs.10 lacs.	Rs. 500/-	Rs. 500/-

For Mining Project, in addition to Consent fees charged on the basis of capital Investment, Rs. 0.40/ton will be charged every year.

**For Local Bodies (under Water Act)**

Municipal Corporation	Rs. 1,00,000/-
“A” class Municipal Council	Rs. 50,000/-
“B” class Municipal Council	Rs. 5000/-
“C” class Municipal Council	Rs. 2000/-

These fees are payable through e-payment gateway.

**Fees for Authorization under Bio-Medical Waste (Management and Handling) Rules, 1998** As per the Resolution No. ENV/1098/559/P.K.259/T.C.1.dt.10.4.2003 Of State Environment Department GoM the Fees for Authorization under Bio-Medical Waste (Management and Handling) Rules, 1998 is as below.

a)	Bed Capacity	Fees to be paid (p.a)
	Between 01—05	No fees
	Between 06-25	Rs. 1,250/-
	Between 26—50	Rs. 2,500/-
	Between 51-200	Rs. 5,000/-
	Between 201—500	Rs. 10,000/-
	Above 501	Rs. 15,000/-
b)	Treatment Facility provider for bio-medical waste	Rs. 10,000/-per year
c)	Transporter of Bio-Medical waste	Rs. 7,500/- per years
d)	All other bio-medical waste generating and handling agencies (Except a,b,c above)	Rs. 2,500/-per year
	These fees are payable in the form of Demand Draft on Nationalized Bank at the Respective Sub - Regional office or at Head Quarter along with completely filled prescribed application forms.	

**Appeal:**

Any person against an order passed by the State Board under section 1, section 2 or section 4 may file an appeal to the appellate authority established by the state government within thirty days from the date of order.

**6. Statement of the Categories of Documents that are held by Board or under its Control:**

- 1) Consent applications received in Board. These files are kept for one year from validity of consent and are available for view after the date of decision in Matter.
- 2) The order files including directions are returned to concern Regional Office.
- 3) Pending High Court petition files, pending Supreme Court petition files, pending appeal under Water, Air and Environment files, pending appeals under RTI Rules, 05; Judgments and orders in respect of disposed off cases from the High Courts and Supreme Court for last 3 years from the date of decision in the matter, available with the legal department. The judgments and orders of Lower Courts in respect of cases filed by the Regional Officers and Sub –Regional Officers will be available with the respective Regional Officers and Sub-Regional Officers for last 3 years from the date of decision in the matter, Minutes of the Board Meeting for last 3 years. Besides that some of the files regarding the matters pertaining to Head Quarter legal issues including pending matters before various Forums like Appellate Authorities under Environmental Laws, State Consumer Forum, Labour Court, State Information Commission, Human Rights Commission, High Court and Supreme Court matters of the Board may be available provided those cases are referred to the legal department.  
The matter related to regulations of Acts and Rules as per point 5



## **Matters relating to the following Acts and Rules**

1. Water (Pollution Prevention and Control) Act, 1974, Air (Pollution Prevention and Control) Act, 1981.
2. Hazardous Waste (Border) Rules, 2016
3. Municipal Solid Waste (Management and Handling) Rules, 2000
4. Biomedical Waste (Management and Handling) Rules, 1998 and Amendment Rules.
5. Maharashtra Inorganic Disposal Waste (Control) Act, 2006.
6. Maharashtra Plastic Bags (Production and Use) Rules, 2006
7. Noise Pollution (Regulation and Control) Rule 2000, Amendment Rule- 2009.
8. Lead acid battery (management and handling) Rules, 2001
9. Copy of Act above.
10. Statistics reports, Annual reports and Performance budgets.
11. Environmental Impact Assessment Notification.
12. Implementation of Hazardous Waste (Border Transport) Rules, 2008.
13. The official carrier for carrying hazardous waste.
14. Authorized agencies to recycle and process hazardous waste.
15. Information about common hazardous waste processing disposal facilities.
16. List of hazardous waste generating industries.
17. Computer presentation of the Statement.
18. Consent Certificate / No Objection Certificate / Authority issued to Industries.
19. Guide to hazardous waste transportation and incineration
20. Action Report (Hazardous Waste)
21. Detailed Electronic Waste (Management and Handling) Rules of Official Electronic Waste Disposal, Recycling and Collection Center
22. Air quality information under NAMP / SAMP and CAQMS.
23. Sound pollution monitoring at the festival.
24. Action Plan for the area with the Environmental Pollution Index.

**7. Particulars of Any arrangement that exists for consultation with, or Representation by the members of the Public in Relation to the Formulation of Board's Policy or implementation There of; and Statement of the Boards, Councils, Committees and other Bodies Consisting of two or more persons constituted as Board's part or for the Purpose of its advice.**

The Board holds consultation with experts in the field of environment, NGO's, institutions on important environment related issues. The Board also holds public Hearings for environmental Clearances of the projects. Members of the public have free access for filing complaints in respect of pollution. For this purpose a separate complaint grievance and redressal section is established in the Board.

**8. Statement of the Committee etc.**

Board has constituted various committees for efficient and effective implementation of the Acts and Rules. As per under section 9 of the water (Prevention and Control of Pollution) Act 1974 and section 11 of the Air (Prevention and Control of Pollution) Act 1981 and EIA Notifications dtd. 23/11/2014.

The following committees are constituted to conduct specific work.

1. Consents Committee
2. Consents Appraisal Committee
3. Research Advisory Committee
4. Laboratory Committee
5. Departmental promotion committee
6. Registration Process Monitoring Committee under Hazardous Waste (Management Handling and Border Transport) Rules, 2008 and Electronic Waste (Management and Handling) Rules, 2011.
7. Purchase Committee
8. Medical Reimbursement Committee
9. Industry Classification Committee
10. Tank Farm Committee
11. Hazardous Waste Recycling / Recycling Committee
12. Appellate Committee
13. Technical committee under product mix.

Minutes of meeting of above all committees are accessible and made transparent through website of the Board ( <http://www.mpcb.gov.in>)

**9. Directory of Board's Officers and**

**Employees:** Enclosed as Annexure -II

**10. Monthly Remuneration received by each of its Officers and Employees, including the system of compensation as provided in its regulations:**

Enclosed as Annexure – III

**11. The Budget allocated to Board for the financial year 2018-19**

Enclosed as Annexure –IV

## **12. The Manner of execution of subsidy programmes, including the amounts allocated and the details of beneficiaries of such:**

There is no set programme for subsidy. Generally 5% of the total project cost is given by the Board as subsidy. Beneficiaries include industries, hospitals, Local bodies, NGOs and Academic institutions.

## **13. Particulars of Concession, Permits or authorizations granted by it:**

Industries, Hospitals and local bodies are required to obtain consent/authorization as provided under the Acts/Rules

## **14. Details in respect of the information, available to or held by Board Reduced in an electronic form:**

- Consent issued month wise.
- Daily status of consent application.
- Legislation / Notifications
- Treaties / Conventions / Declarations
- Compiled Rules
- CRZ Notification
- EIA Notification
- Construction of second liquid chemical / specialized grades of POL product berth off Pirpau by M/s Mumbai Port Trust
- Gazette issued by Government of Maharashtra
- Gazette issued by Urban Development and Public Health Department
- Government of Maharashtra regarding Reconstitution of Board actions
- Maharashtra Prevention of Water Pollution Act
- Implementation of Water (P&CP) Act, 1974 and Air (P&CP) Act, 1981
- Implementation of Hazardous Waste (T M &T) Rule, 2008
- Lower Court Matters.
- Information in respect of Abattoirs / Slaughter Houses
- Important Judicial Decisions
- Other Important Judicial Decisions (MPCB is not a Party)
- Appeals Under Environmental Law
- Achievements
- Legal action status year 2007 ( as on 30 June, 2007)
- Authorized registered transporters of HW
- Authorized/registered recycler, preprocessors of HW
- Details of CHWTSDF
- Details of common bio-medical incineration facilities etc.
- Inventory of HW generating units
- Online filing of returns
- Consents/NOC/Authorization granted to industries
- Guidelines for HW transportation, incineration
- Action taken report for Hazardous Waste.
- Water Quality data, Air Quality data, Statistical information & Annual reports.

Entrepreneur applies online for Consent / Authorisation application and for various other online submissions.

Boards internal Consent/ authorisation and other online form processing is also computerised through IMIS Software.

Air and Water quality data is also uploaded on Board's website on monthly basis. CETP , Hazardous Waste and other Waste ( Municipal Solid Waste, Bio-Medical Waste, etc.) are regularly uploaded on Board's website.  
Board's entire English version website is also available in Marathi version.

**15. Particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, are maintained for public use:**

The Board has its 12 Regional Offices and 44 Sub Regional Offices and 8 Laboratories established across the State. (Please refer Annexure-II). Board's Library located at HQ office, Mumbai, is for only Board's staff and not for general public.

**16. The names, designations and other particulars of the Public Information Officers:**

Enclosed as Annexure – V

## Annexure-I(A)

### Delegations of Powers to Grant Consent:

In order to bring simplification and speedy disposal of consent applications, Board has delegated powers to Board Offices, Member Secretary and Consent Appraisal Committee. (Office order dt. 01/03/2013)

S.N.	Authority	Red Category	Orange Category	Green Category	Consent and authorization to Urban Local Bodies including cantonment Boards and other planning authorities	Infrastrure Projects such as townships, IT Parks, SEZ, Highways irrigation Projects, Building and construction projects
1	Sub Regional Officer	-	-	Up to Rs.50 Cr	-	-
2	Regional Officer	upto 10 Cr Excluding industries listed in annexure A	upto Rs. 150 crore	Above Rs. 50 Crs upto Rs.500 Crs.	B & C - Class Municipal Councils and cantonment Boards	Up to Rs.25 Cr.
3	Head Of Department	Above Rs.10  Crs upto Rs.25 Crs.	Above Rs. 150 Crs.  upto Rs.250 Crs	Above Rs. 500 Crs.  upto Rs.1000 Crs.	A - Class Municipal Councils and cantonment Boards	-
4	Consent Committee	Above Rs.25 Crs upto Rs.75 Crs.	Above Rs.250 Crs. upto Rs.750 Crs	Above Rs.1000 Crs. upto Rs.2000 Crs.	-	Above Rs.25Crs. upto Rs.350 Crs.
5	Consent Appraisal Committee	More than Rs 75 Cr	More than Rs. 750 Cr	More than Rs. 2000 Cr	All Municipal Corporations	More than Rs.350 cr

**Note:-**

- Where Stringent legal action like prosecution /Final Closure direction have been given in the past one year, the cases of grant of renewal will be referred to next higher authority for all category of industry for grant or refusal of Consent.
- All figures mentioned above are pertaining to Capital investment. The capital investment including land, building, plant and machinery, without depreciation shall be considered as per C.A. Certificate/Annual report.
- the applications under the delegated power of RO should be processed by respective are SRO and submitted to RO for decision. Similarly, the applications under the preview of SRO delegated powers shall be processed by FO.
- The cases involved in any court case, in ecological fragile areas like Dahanu, Matheran, Mahabaleshwar, Panchgani, Murud Jangira etc; RRZ; Bhatsa area; cases of Registration of recyclers & reprocesses be dealt with approval of Member Secretary.

**Delegation of powers for grant of combined consent and Authorization to Health Care Establishments, Industries generating/handling Bio-Medical Waste and CBMWTSDF (Common Bio-Medical Waste Treatment, Storage and Disposal Facility)**

Sr.No	Category	HCEs Covered	Authority
1	Category -I	HCEs upto 25 beds (only bedded hospital)	Sub Regional Officer
2	Category -II	1) Pathological Laboratories treating more than 1000 patient per Month 2) HCEs having 26 to 50 beds	Regional Officer
3	Category -III	1) HCEs having 51 to 100 beds. 2) CBMWTSDF situated in Municipal Corporations.	HOD
4	Category -IV	1) 101 to 200 beds 2) CBMWTSDF situated in Municipal Corporations.	Consent Committee
5	Category -V	HCEs having 201 beds and Above.	Consent Appraisal Committee.

## Annexure 1B

### LIST INDUSTRIES EXCLUDED FROM DELEGATION OF CONSENT AND AUTHORIZATION MANAGEMENT TO REGIONAL OFFICERS

- o Consent to establish and consent to first operate for all projects requiring Environmental Clearances from GOI or GoM.
  
- o All applications in RRZ, CRZ or other restricted areas or EC category where expansion, change in product, process etc is sought on the grounds that the overall pollution load is reduced or not changed.
- o Thermal power plant
- o Sponge iron plants
- o Fertilizer excluding organic bio fertilizer and formulations.
- o Common Effluent Treatment Plant (CETP) / Common Hazardous Waste Treatment Storage Disposal Facility (CHWTSDF)/Common Bio Medical Waste Treatment Storage Disposal Facility (CBMWTSDF)/ Common MSW TSD Facility
- o Industries having Electroplating, Electrical arc, induction, cupola and blast furnances
- o Distillery (molasses based)
- o Coke oven
- o Bulk drug
- o Pesticide Technical
- o Cement
- o Tanneries
- o Slaughterhouse
- o Dye and dye intermediate
- o Pigment and paint manufacturing
- o Petrochemical Refinery and petrochemicals

## Annexure-I(C)

### Consent under Water & Air Act

Sr. No	Details	Time to complete the work	Concern Officer & Address	Remarks
1.	Applications for consent under Water, Air & Hazardous Waste Act can be obtained by giving application fees of Rs. 100	Online	Regional & Sub-Regional Officers Office	Application forms are also available at the Regional Office and Headquarters and Board website.
2.	Acceptance of	Online	Sub-Regional	
3.	application & Receipt Time to Communicate the discrepancies to applicant	Seven days	Officers Office Sub-Regional Officers Office	
4.	Time for Verification of site & other Technical details after Completion of discrepancies	Seven days	Field Officer Of Concern Sub-Regional Office	
5.	Time for Grant of Consent after verification (Based on Capital Investment)			
a	Simplified Consent(Pollution free SSI)	Three days (After completion of Discrepancies in Verification Report)	Sub-Regional Officer	
b	Green Consent- Investment			
	Rs. 50 Crores	Thirty days	Sub-Regional Officer	
	Rs. 50 Crores to 500 Crores	Fourty Five days	Regional Officer	
	Rs. 500 Crores to 1000 Crores	Fourty Five days	Head of the Department M.P.C.Board, Mumbai	
	Rs. 1000 Crores to 2000 Crores	One hundred & twenty days	Consent Committee M.P.C. Board, Mumbai	



		One hundred & twenty days	Consent Appraisal Committee M.P.C Board, Mumbai	
	Above Rs. 2000 Crores			
c	Orange Consent-Investment			
	Upto Rs. 150 Crores	Fourty Five days	Regional Officer	
	Rs.150 Crores to 250 Crores	Fourty Five days	Head of the Department M.P.C.Board, Mumbai	
	Rs. 250 Crores to 750 Crores	One hundred & twenty days	Consent Committee M.P.C.Board, Mumbai	
	Above Rs. 750 Crores	One hundred & twenty days	Consent Appraisal committee M. P.C. Board Mumbai	
d	Red Consent-Investment			
	Upto Rs.10 Crores	Fourty Five days	Regional Officer	
	Rs.10 Crores to 25 Crores	Fourty Five days	Head of the Department M.P.C.Board, Mumbai	
	Rs. 25 Crores to 75 Crores	One hundred & twenty days	Consent Committee M.P.C.Board, Mumbai	
	Above Rs. 750 Crores	One hundred & twenty days	Consent Appraisal committee M. P.C. Board Mumbai	

\*After receipt of application to Office

Note- Above time limit is valid for complete application without discrepancies

## Annexure-II

<b>Maharashtra Pollution Control Board</b>			
<b>Designation</b>		<b>Intercom</b>	<b>Direct</b>
<b>Chairperson</b>	Shri. Aabasaheb Jarhad	301	24042418
Sub Regional Officer	Shri. Vikrant Bhalerao		
Sr. Stenographer	Shri Vinay V. Waghmare		
Field Officer			
<b>Member Secretary Section</b>			
Designation			
<b>Member Secretary</b>	Shri Ashok Ambadasrao Shingare	302	24010706
Personal Secretary		344	
Sr. Stenographer	Smt. Jyoti Pravin Vedante	349	
<b>Water Pollution Abatement Engineer</b>			
Designation			
<b>Water Pollution Abatement Engineer</b>	<b>Dr. Y.B.Sontakke</b>	305	24044533
Sub Regional Officer	Shri. Raju Ramsing Vasave (Mantralay on deputation)		
	Shri. Sushilkumar Sahebrao Rathod		
	Shri. Shripad Ramkrishnarao Kulkarni		
Jr. Scientific Officer	Smt.Yamini Chachad	321	
Field Officer	Smt. Jayshree Prashant Junonkar	329	
	Shri Dayeshwar Vishram Tuljapurkar		
	Shri Abhijeet Ramling kasbe	336	
	Shri Pradip Anandrao Khuspe		
	Shri Ajay Anandrao Khamkar		
<b>Principal Scientific Officer Section</b>			
Designation			
<b>Principal Scientific Officer</b>	<b>Dr. A.R.Supate</b>	306	24012659
Sub Regional Officer	Shri. Amol A. Satpute		
Scientific Officer	Shri. B. S. Gadhari		
Jr. Scientific Assistant	<b>Shri. Dhananjay Nanekar</b>	326	
	Shri. Devanand Chandrakant Jadhav	333	
Field Officer	Shri. A.S. Nandvate		
	Shri. Prakash S. Tate		
	Shri Sameer Hundlekar (on deputation)		

<b>Air Pollution Abatement Engineer</b>			
Designation			
<b>Air Pollution Abatement Engineer</b>	<b>Shri. V. M. Motghare</b>	303	24040612
Sub Regional Officer	Smt. Sneha Kambale		
	Shri. Karansinhg A. Rajput		
	Shri. Nikhil J. More		
Field Officer	<b>Ajit Suryavanshi</b>	315	
	Shri. Chandrakant Narharrao Shinde	341	
	Shri Yogesh Vishwanathrao Gore	314	
	Shri Vyankat Govindrao Bhatane	341	
	Shri Sameer Yashwant Hundlekar		
<b>Assistant Secretary (Technical)</b>			
Designation			
<b>Assistant Secretary (Tech.)</b>	<b>Shri. P. K. Mirashe</b>	304	24010682/ 9422076946
Sub Regional Officer	Shri. Parmeshwar Vishwambhar Kambale		
	Dr. Seema Uday Dalvi		
	Shri. Shakil Suleman Shaikh		
Field Officer	Smt. Kalyani R. Kulkarni		
	<b>Shri. Mahesh Chavan</b>	335	
	<b>Shri Sandeep Tope</b>	324	
<b>BMW Section</b>			
Designation			
Regional Officer			
<b>Maitree Section</b>			
Designation			
Regional Officer	<b>Shri. Dilip K. Khedkar (suspend)</b>		
Sub Regional Officer	Shri.J.S.Salunkhe		
	Shri. Prakash P. Munde		
<b>Establishment Branch</b>			
Designation			
<b>Administrative Officer</b>	<b>Shri. P. D. Nandgaonkar Addl. Charge)</b>	210	24092006
Assistant Secretary (EB)	Smt. Neeta Bhorade		
Head Accountant	Shri. Kanifnath Shingare		
<b>Accounts Branch</b>			
Designation			
<b>Chief Accounts Officer</b>	<b>Shri. Shyamkumar R. Patil</b>	204	24040612
Account Officer	Smt. Sujata Balraj Shetye		
Account Officer (Audit)	Shri. S. G. Sawant		

Asst. Account Officer	Smt. Rohoni D'souza (addl. Charge)	216	
	Shri. Krishna Lembhe (addl. Charge)		
Head Accountant	Shri. Krishna Lembhe	218	
	Smt. Poonam Ghag	212	
	Smt. Geeta K. Gharat (addl. Charge)		
<b>Accounts Branch – EC MPCB Cell</b>			
Designation			
Account Officer	Shri. S. G. Sawant (Addl. Charge)	403	24044534
<b>Regional Officer (HQ)</b>			
Designation			
<b>Regional Officer</b>	<b>Shri. N. N. Gurav</b>	309	24044532
Sub Regional Officer	Shri. Manchak Jadhav		
	Smt. Dhanshree Patil	309	
	Smt. Krutuja Vikrant Bhalerao		
	Shri. Pranav Prabhakar Pakhale		
Field Officer	Shri Prabhakar Wawade		
	Smt. Shubhangi M. Jadhav		
	Shri. Sandeep Baburao Shinde		
<b>Desk Officer CAC/CC Section</b>			
Designation			
Field Officer	Shri.V.R. Singh	331	
	Shri. Rakesh Daphade	325	
	Shri. Raj S. Kamat	331	
	Shri. Ulhas U. Kanade		
	Shri Sangram Sanjay Nimbalkar	331	
	Shri Ankush Ramchandra Patil		
	Shri Vijaykumar Narayanrao Rapole		
	Shri Bajirao Vijay Malvekar		
	Shri. Rajaram Injulkar		
<b>Environment Information Centre</b>			
Designation			
Asst. System Officer (Statistical Officer/)	<b>Shri. D. M. Sonawane (Addl. Charge)</b>	413	24087295/ 24041360
<b>Statistical Section</b>			
Designation			
<b>Statistical Officer</b>	<b>Shri. D. M. Sonawane (Adhoc Promotion)</b>	308	
<b>Sr. Law Officer Section (Legal wing)</b>			
Designation			

<b>Sr.Law Officer</b>		201	24044531
Law Officer	<b>Kum. Smita Gaikwad</b>		
<b>Sr. Law Officer Section (HQ)</b>			
Designation			
Law Officer	<b>Smt. Netra Chaphekar</b>	226	
Assistant Law Officer	Smt. Nilam Kubal	203	
<b>Executive Engineer Dept.</b>			
Designation			
<b>Executive Engineer</b>	<b>Shri. B. R. Jagtap</b>	410	
<b>Stores Department</b>			
Designation			
Store Superitendent	Smt. Rohini D'souza	405	
<b>Public Relation Officer Section</b>			
Designation			
<b>Public Relation Officer</b>	<b>Shri Sanjay Bhuskute (on Contract)</b>	311	
<b>Regional Office, Mumbai</b>			
Designation			
<b>Regional Officer</b>	Shri. Jaywant S. Hajare (Addl. Charge)	25505928	
Sub-Regional Office, Mumbai –I	Shri. T. G. Yadav	25505928	
Sub-Regional Office, Mumbai –II	Shri.Jaywant Hajare	25505928	
Sub-Regional Office, Mumbai –III	Shri. Sujit Dholam	25505928	
Sub-Regional Office, Mumbai –IV	Shri. T. G. Yadav (Addl. Charge)	67195015	
<b>Regional Office, Thane</b>			
Designation			
<b>Regional Officer</b>	<b>Shri. Rajendra A. Rajput (Addl. Charge)</b>	25802272	
Sub-Regional Office	Shri. Rajendra A. Rajput		
Sub-Regional Office, Thane-I	Shri Satish Padwal (Additional work)	25829582	
Sub-Regional Office, Thane-II	Shri Satish Padwal	25829582	
Sub-Regional Office, Tarapur-I	Prashant Gaikwad	02525-273314	
Sub-Regional Office, Tarapur-II	Prashant Gaikwad (Addl. Work)	02525-273314	
<b>Regional Office, Thane</b>			
<b>Laboratory</b>			
Designation			
<b>Scientific Officer</b>	Shri. B. S. Gadhari (Addl. Charge)		

<b>Central Labrotory (Water) Nirmal Bhavan</b>			
Designation			
<b>Sr. Scientific Officer</b>	Shri. Vishwajit Thakur (addl.charge)	67195003	
<b>Scientific Officer</b>	Shri. Ashok V. Mandavkar		
<b>Regional Office, Kalyan</b>			
Designation			
<b>Regional Officer</b>	<b>Shri Shankar L. Waghmare (Addl. Charge)</b>	0251- 2310212	
Sub-Regional Office, Kalyan-I	Shri. Sanjay R. Bhosale	0251- 2310167	
Sub-Regional Office, Kalyan-II	Shri. Babasaheb M. Kukade	0251- 2310167	
Sub-Regional Office, Kalyan-III	Shri.D.P. Koparkar (Waghmare)	0251- 2310167	
Sub - Regional Office, Bhiwandi	Smt. Saujanya S. Patil	0251- 2310167	
<b>Regional Office Navi Mumbai</b>			
Designation			
<b>Regional Officer</b>	<b>Shri. Dhanjay B. Patil</b>	27572739	
Sub-Regional Office, Navi Mumbai- I	Jayant Kadam	27572740	
Sub-Regional Office, Navi Mumbai- II	Shri. H. D. Gandhe	27572740	
Sub-Regional Office, Taloja	Shri.Sachin J. Adkar	27572740	
<b>Regional Office, Raigad</b>			
Designation			
<b>Regional Officer</b>	<b>Shri. V. V. Killedar (Addl. Charge)</b>	27572620	
Sub-Regional Office, Raigad-I	Shri. V. V. Killedar	27576034	
Sub-Regional Office, Raigad-II	Shri. V. V. Killedar (addl. Charge)	27576034	
Sub-Regional Office, Mahad	Shri. Indira Gaikwad	02145- 232372	
<b>Regional Office, Kolhapur</b>			
Designation			
<b>Regional Officer</b>	<b>Shri. R. B. Andhale ( Addl. Charge)</b>	0231- 2660448	
Sub-Regional Officer,Kolhapur	Shri. R. B. Andhale		
Sub-Regional Officer,Kolhapur	Shri. Pramod R Mane	0231- 2652952	
Sub-Regional Office, Ratnagiri	Shri Rahul D. Mote	02352- 220813	
Sub-Regional Office, Sangali	Shri. Navnath S. Avtade	0233- 2672032	

Sub-Regional Office, Chiplun	Shri. Sagar Auti	02355-261570	
<b>Regional Office, Chiplun Laboratory</b>			
Designation			
<b>Scientific Officer</b>	<b>Shri. Anil. N. Sandansingh (Add. Charge)</b>	02355-261970	
<b>Regional Office, Pune</b>			
Designation			
<b>Regional Officer</b>	<b>Shri Nitin Shinde (Addl. Charge)</b>		
<b>Regional Officer</b>	<b>Shri. Jitendra B. Sangewar (suspend)</b>	020-25811627	
Sub-Regional Office,Pune-I	Shri. Pratap Jagtap	020-25811694	
Sub-Regional Office,Pune-II	Shri. Nitin Shinde	020-25816454	
Sub-Regional Office Pimpri Chinchwad	Shri. Kiran Hasabnis	020-25810222	
Sub-Regional Office,Satara	Shri. Limbaji S. Bhad	02162-233527	
Sub-Regional Office,Solapur	Shri. Ajit Patil	0217-2319850	
<b>Regional Lab. Pune</b>			
S.O.	Shri. P. D. Khadkikar		
JSO	Shri.D.V.Nehe		
	Shri. Bajarang Shivankar		
	Shri. R. P. Raut		
JSA	Shri. Shirish N. Misal		
	Shri. Nitin Zambre		
	Shri. Annappa Kurale		
<b>Regional Office, Aurangabad</b>			
Designation			
<b>Regional Officer</b>	<b>Shri Pravin M. Joshi</b>	0240-2473462	
Sub-Regional Officer	Shri. Padmakar B. Hajare		
Sub-Regional Office,Aurangabad	Shri. P. D. Wankhede (Addl. Charge)	0240-2473461	
Sub-Regional Office, Jalna	Shri. Somnath Kurmude	02482-220120	
Sub-Regional Office,Latur	Shri. Rajendra U. Patil (Add.Work)	02382-252672	
Sub-Regional Office,Parbhani	Shri. Somnath Kurmude (Add. Work)	02452-226687	
Sub-Regional Office,Nanded	Shri. Rajendra U. Patil	02462-242492	

Sr. Scientific Officer	Shri. Mahesh Rakh (Addl. Charge)	0240 - 2473461	
<b>Reional Office, Nashik</b>			
Designation			
<b>Regional Officer</b>	<b>Shri Pravin M. Joshi (addl. Charge)</b>	0253- 2365150	
Sub-Regional Office,Nashik	Shri. Amer B. Durgule	0253- 2365161	
Sub-Regional Office,Ahmednagar	Shri. Sanjeev Redasani (Addl. Charge)	0241- 2470852	
Sub-Regional Office,Jalgaon	Shri. Upendra C. Kulkarni (Add. Work)	0257- 2221288	
Sub-Regional Office, Dhule	Shri. Ajay D. Chavan (Add. Work)	0257- 2221288	
Scientific Officer	Shri. S. H. Nagare	0253- 2362820	
<b>Regional Office, Amravati</b>			
Designation			
<b>Regional Officer</b>	<b>Shri. Sanjay D. Patil (Addl. Charge)</b>	0721- 2563592	
Sub-Regional Office,Amravati-I	Shri. Sanjay D. Patil (Addl. work)	0721- 2563593	
Sub-Regional Office,Amravati-II	Shri. Sanjay D. Patil	0721- 2563594	
Sub-Regional Office,Akola	Shri Manish Holkar	0721- 2442344	
<b>Regional Office, Nagpur</b>			
Designation			
<b>Regional Officer</b>	<b>Shri. A. M. Kare (Addl. Charge)</b>	0712- 2565308	
Sub-Regional Office,Nagpur-I	Shri. Anand N. Katole (Add. Work)	0712- 2560152	
Sub-Regional Office,Nagpur-II	Shri. Anand N. Katole (Temp. Promotion)	0712- 2560152	
Sub-Regional Office Bhandara	Smt. Hema M. Deshpande	07184- 258913	
Senior Scientific Officer	Shri. V. R. Thakur	0712- 2557231	
<b>Regional Office, Chandrapur</b>			
Designation			
<b>Regional Officer</b>	<b>Shri. A. M. Kare (Addl. Charge)</b>	07172- 251965	
Sub-Regional Office, Chandrapur	Shri.Umashankar Bhadule (additional work)	07172- 272410	
Scientific Officer	Shri. Bipin U Bhandare (Add. Charge)	07172- 272416	



**Annexure-III**

<b>Sr.No.</b>	<b>Designation</b>	<b>Scale of Pay Rs.</b>	<b>Grade Pay</b>
1	Chairman		
2	Member Secretary	PB-4 37400-67000	10000
3	Water Pollution Abatement Engineer	PB-3 15600-39100	7600
4	Air Pollution Abatement Engineer	PB-3 15600-39100	7600
5	Principal Scientific Officer	PB-3 15600-39100	7600
6	Technical Asst.Secretary	PB-3 15600-39100	7600
7	Chief Accounts Officer	PB-3 15600-39100	7600
8	Sr. Law Officer	PB-3 15600-39100	7600
9	Sr. Administrative Officer	PB-3 15600-39100	6600
10	Regional Officer	PB-3 15600-39100	6600
11	Law Officer	PB-3 15600-39100	6600
12	Material Officer	PB-3 15600-39100	6600
13	Sr. Scientific Officer	PB-3 15600-39100	6600
14	Executive Engineer	PB-3 15600-39100	6600
15	Sub-Regional Officer	PB-3 15600-39100	5400
16	Scientific Officer	PB-3 15600-39100	5000
17	Private Secretary	PB-3 9300-34800	5000
18	Statistical Officer	PB-3 15600-39100	5000
19	Administrative Officer	PB-3 15600-39100	5000
20	Assistant Secretary	PB-3 15600-39100	5000
21	Accounts Officer	PB-3 15600-39100	5000

22	Asst. Law Officer	PB-2 9300-34800	4400
23	Jr. Scientific Officer	PB-2 9300-34800	4400
24	Dy. Engineer	PB-2 9300-34800	4400
25	Assistant Accounts Officer	PB-2 9300-34800	4400
26	Sr. Stenographer	PB-2 9300-34800	4400
27	Field Officer	PB-2 9300-34800	4300
28	Jr. Stenographer	PB-2 9300-34800	4300
29	Head Accountant /O. S. / S.O./ Librarian Asst.	PB-2 9300-34800	4300
30	Law Assistant	PB-2 9300-34800	4300
31	Jr. Scientific Assistant	PB-2 9300-34800	4200
32	First Clerk	PB-2 9300-34800	4200
33	Statistical Assistant	PB-2 9300-34800	4200
34	Draughtsman	PB-1 5200-20200	2800
35	Field Inspector	PB-1 5200-20200	2800
36	Sr. Clerk	PB-1 5200-20200	2400
37	Electrician	PB-1 5200-20200	2400
38	Assistant Draughtsman	PB-1 5200-20200	2400
39	Tracer	PB-1 5200-20200	2000
40	Lab. Asst.	PB-1 5200-20200	2000
41	Jr. Clerk/Cum- Typist	PB-1 5200-20200	1900
42	Daftari	PB-1 5200-20200	1900
43	Instruments Fiter	PB-1 5200-20200	1900
44	Driver	PB-1 5200-20200	1900

<b>45</b>	<b>Roneo Operator</b>	<b>1-AS 4440-7440</b>	<b>1600</b>
<b>46</b>	<b>Naik</b>	<b>1-AS 4440-7440</b>	<b>1600</b>
<b>47</b>	<b>Peon / Field Peon</b>	<b>1-AS 4440-7440</b>	<b>1300</b>
<b>48</b>	<b>Chowkidar</b>	<b>1-AS 4440-7440</b>	<b>1300</b>
<b>49</b>	<b>Sweeper</b>	<b>1-AS 4440-7440</b>	<b>1300</b>

## Annexure -IV

### Budget Estimate For 2021-22

Sr. No.	Perticulars	Cess & Core Activity
1.	Previous Balance	2650.00
2.	(+) Expected Deposits	480.20
	<b>Total Deposits</b>	<b>3130.20</b>
3.	(-)Salary, Allowance & Arrears	59.56
4.	(-) Revenue expenditure	69.07
	<b>Balance</b>	<b>3001.57</b>
5.	(-) Capital Expenditure	109.32
	<b>Balance</b>	<b>2892.25</b>
6.	(-) Expenditure on Projects	236.19
7.	<b>Balance at the end of year</b>	<b>2656.06</b>
<b>Note: In 'Previous balance' reserved Pension Fund is included</b>		
8.	(-) Reserve Pension Fund (including interest)	285.00
9.	Balance (after deduction of reserve pension fund)	2371.06

## Annexure-V

### List of Public Information Officer (under RTI Act 2005)

Name of Office Technical and Scientific	Jurisdiction	Information officer	Assistant Information Officer	Appellate Officer
Head Office, Mumbai <b>Technical-I</b>	Mumbai/ Thane/ Kalyan/ Navi Mumbai/ Raigad/ Nashik	Shri. Sagar Varhekar Field Officer	Shri.Chetan Sawant J. S. A.	Shri. P. K. Mirashe Asstt. Secretary (Technical)
Head Office, Mumbai <b>Technical-II</b>	Pune/ Kolhapur/ Aurangabad/ Nagpur/ Amravati/Chandrap ur	Shri V. R. Singh Field Officer	Shri Sangrm Nimbalkar Field Officer	Dr. Y. B. Sontakke W. P. A. E.
Head Office, Mumbai <b>Legal</b>	All Regional Offices, Sub Regional Offices, Central & Regional Laboratory of Board	Mrs. Nilam Kubal Asstt. Law Officer	Shri. Chandrakant Pednekar Jr. Clerk	Smt. Netra Chaphekar Law Officer
Head Office, Mumbai <b>Establishment</b>	All Regional Offices, Sub Regional Offices, Central & Regional Laboratory of Board	Shri. Kanifnath Shinagare Office Superintendent	Mrs. Shobha Naik F. C.	Smt. Neeta Bhorade I/c. Administrative Officer
Head Office, Mumbai <b>Account</b>	All Regional Offices, Sub Regional Offices, Central & Regional Laboratory of Board	Smt. Sujata Sheety Account Officer	Smt. Mandakini Giri H.A.	Shri. Shyamkumar Patil Chief Account Officer

## Regional Office

Name of Office	Jurisdiction	Information officer	Assistant Information Officer	Appellate Officer
Regional Office, Mumbai	Regional Office, Mumbai, SRO Mumbai 1, 2,3&4,	Shri. Satish Padwal Sub Regional Officer	Shri. Mahendra Pattebahadur Field Officer	Dr. A. N Harshwardhan Regional Officer
Regional Office, Navi Mumbai	Regional Office, Navi Mumbai - 1,2 Sub Regional Office - Taloja	Shri. Heranbhprasad D. Gandhe Sub Regional Officer	Shri. Indrajeet Deshmukh Field Officer	Shri D. B.Patil Regional Officer
Regional Office, Raigad	Regional Office, Raigad , Sub Regional Office- Raigad - 1 & 2	Shri. B. M. Kukade Sub Regional Officer	Shri. Uttam Mane Field Officer	Shri J. S. Salunkhe I/c. Regional Officer
Regional Office, Thane	Regional Office, Thane, R.Lab Thane, SRO Thane 1 & 2	Shri. Sujeet Dholam Sub Regional Officer	Smt. Suvarna Gaikwad Field Officer	Shri Rajendra a. Rajput I/c. Regional Officer
Regional Office, Kalyan	Regional Officer, Kalyan, SRO Kalyan 1 & 2 & 3, Bhivandi	Shri Jayavant S. Hajare Sub-Regional officer	Shri. Ajit Suryavanshi Field Officer	Shri Shankar L. Wagamare I/C. Regional Officer
Regional Office, Pune	Regional Office Pune, R.Lab Pune SRO Pune 1 & 2, SRO Pimpri Chinchvad,	Shri. Pratap Jagtap Sub Regional Officer	Shri. Uday Yadav Field Officer	Shri. J. B. Sangewar I/C. Regional Officer
Regional Office, Nasik	Regional Office, Nasik, R.Lab Nasik , SRO	Shri Prakash N. Dhumal I/c. Sub-Regional Officer	Shri Kushal Aucharmal, Field Officer	Shri Amar B. Durgule I/c. Regional Officer

Regional Office, Aurangabad	Regional Office, Aurangabad, R. Lab Aurangabad, SRO Aurangabad 1 & 2	Shri. Pradeep D. Wankhede  I/c. Sub-Regional Officer	Shri. Rajesh Auti Field Officer	Shri Pravin Joshi Regional Officer
Regional Office, Kolhapur	Regional Office, Kolhapur, SRO kolhapur	Shri. Prashant T. Gaikwad  Sub Regional Officer	Smt. Varsha Kadam  Field Officer	Shri Ravindra B. Andhale I/c. Regional Officer
Regional Office, Amravati	Regional Office, Amravati, Sub Regional Office, Amravati 1& 2	Shri Nivrutti Lokhande  Field Officer	Shri. Surendra Karankar  Field Officer	Shri S. D. Patil I/c. Regional Officer
Regional Office, Nagpur	Regional Officer, Nagpur, R.Lab Nagpur, SRO Nagpur 1& 2	Smt. Hema Deshpande  Sub-Regional Officer	Smt. Sheetal Ughade  Field Officer	Shri A. M. Kare I/c. Regional Officer
Regional Office, Chandrapur	Regional Office, R Lab Chandrapur, SRO Chandrapur	Shri. Ajit Vasantrya Patil  Sub Regional Officer	Shri. Vinod Shukla  Field Officer	Shri. M. R. Lad I/c. Regional Officer
Central Laboratory, Mhape	Central Laboratory	Shri. Bajarang S. Shivankar Jr. Scientific Officer	Shri. Bhimraj Chavan  Junior Scientific Assistant	Shri S. V. Bhosale I/c. Sr. Scientific Officer
Sub Regional Office, Mahad	Sub-Regional Office, Mahad	Shri. Sagar Auti Sub Regional Officer	Shri J. P. Kumbhar Field Officer	Shri. J. S. Salunkhe I/c. Regional Officer
Sub Regional Office, Tarapur	Sub Regional Office, Tarapur 1 & 2	Shri Manish Holkar  Sub Regional Officer	Shri Gajanan Pawar  Field Officer	Shri Rajendra A. Rajput I/c. Regional Officer
Sub Regional Office, Ratnagiri	Sub Regional Office, Ratnagiri	Smt. Indira Gaikwad  Sub Regional Officer	Shri Amit Late  Field Officer	Shri Ravindra B. Andhale I/c. Regional Officer

Sub Regional Office, Chiplun	Sub Regional Office, Chiplun & Regional Lab. Chiplun	Shri Ajay D. Chavan I/c. Sub Regional Officer	Shri Vishvajeet Sorage Field Officer	Shri Ravindra B. Andhale  I/c. Regional Officer
Sub Regional Office, Sangali	Sub Regional Office, Sangali	Shri Navnath Authade  Sub Regional Officer	Shri Rohidas R. Matkar  Field Officer	Shri Ravindra B. Andhale I/c. Regional Officer
Sub Regional Office, Satara	Sub Regional Office, Satara	Shri. Limbaji Bhad Sub Regional Officer	Shri. Shankar Kendule Field Officer	Shri.J. B. Sangewar Regional Officer
Sub Regional Office, Solapur	Sub Regional Office, Solapur -	Shri. Prashant M. Bhosale I/c. Sub Regional Officer	Shri Kiran T. Chavan  Junior Clerk	Shri. J. B. Sangewar Regional Officer
Sub Regional Office, Akola	Sub Regional Office, Akola	Shri Prashant Mehare I/c. Sub Regional Officer	Shri. Nandkishor P. Patil  Field Officer	Shri. S. D. Patil I/c. Regional Officer
Sub Regional Office, Nanded	Sub Regional Office, Nanded	Shri. Rajendra U. Patil  Sub Regional Officer	Shri Pankaj Bawane  Field Officer	Shri. Pravin Joshi Regional Officer
Sub Regional Office, Latur	Sub Regional Office, Latur	Shri. V. P. Shelke Sub Regional Officer	Shri Namdev Darsewad  Field Officer	Shri. Pravin Joshi Regional Officer
Sub Regional Office, Ahmednagar	Sub Regional Office, Ahmednagar	Shri Sanjeev Redasani I/c. Sub Regional officer	Shri. Pramod S. Doke Field Officer	Shri. Amar B. Durgule I/c. Regional Officer



Sub Regional Office, Jalgaon 1/2	Sub Regional Office, Jalgaon 1/2	Shri Somnath Kurmude, Sub-Regional Officer	Shri Prabhakar N. Vavade Field Officer	Shri. Amar B. Durgule I/c. Regional Officer
Sub Regional Office, Dhule	Sub Regional Office, Dhule	Smt. Saujanya Patil, Sub-Regional Officer	Shri. Mahesh Chalava Field Officer	Shri. Amar B. Durgule I/c. Regional Officer
Sub Regional Office, Bhandara	Sub Regional Office, Bhandara-	Shri. Anand Katole Sub-Regional Officer	Shri. Arjun V. Rathod Field Officer	Shri.A. M. Kare, I/c. Regional Officer
Sub Regional Office, Parbhani	Sub Regional Office, Parbhani	Shri. J. A. Kadam Sub-Regional Officer	Shri. Sanjay Jirapure Field Officer	Shri. Pravin Joshi Regional Officer
Sub Regional Office, Jalna	Sub Regional Office, Jalna	Smt. Yogini Balankhe I/c. Sub-Regional Officer	Smt. Dipali D. Lokhande Field Officer	Shri. Pravin Joshi Regional Officer

**Note: - The order of appointment of information officer / assistant information officer and appellate authority is at the end of 03/07/2020.**



